

## ***OFFICIAL MINUTES***

### **McKENZIE MUNICIPAL REGIONAL PLANNING COMMISSION MEETING**

**June 28th, 2012**

**4:30 PM**

#### **I. Call to Order/Establishment of a Quorum**

Meeting was called to order by Chairperson Robb and a quorum was established.

All members of the Planning Commission were present except Mayor Holland, Commissioner Dillon & Commissioner Priestley.

Members of the Planning Commission are: Chairperson Dean Robb, Vice-Chairperson Keith Priestley, Secretary Lisa Norris, Commissioners Ed Dillon, Jessie Townes, Ken Mitchum and Mayor Jill Holland.

#### **II. Approval of Agenda**

Motion to approve the agenda by Commissioner Mitchum second by Commissioner Townes. Motion passed.

#### **III. Reading and Approval of the Minutes**

Motion to approve the minutes of the May 24<sup>th</sup>, 2012 meeting by Commissioner Norris, second by Commissioner Townes. Motion passed.

#### **IV. Old Business**

None

#### **V. New Business**

##### **A. Discussion of the proposed McKenzie Property Maintenance Ordinance**

**Discussion:** 17636 Highland Dr. site plans reviewed. Cliff Wheelock presented site plans and recommended approval. Planning Commissioners were allowed to ask question of Casey Drewry. Also, Shelton Merrell, Regional Planner recommended approval of site plan.

**Action taken:** Motion to approve made by Commissioner Townes, second By Commissioner Norris. Motion passed.

## **B. Discussion of the Working McKenzie Design Review Guidelines**

### **Discussion:**

Abandon Buildings Code recommended reviewing a code from the City of Memphis. Verbiage needs to be reviewed. Codes officer and Planner will review and present to full commission. The version will be modified to meet City of McKenzie's need.

Design Review Guidelines: These are for properties not in the Historic Overlay District. This includes all other property. The amended copy was provided to Commissioners. Planner will draft by-laws that fit McKenzie. A copy will be sent to the Design Committee, Letha Basford.

State of Tennessee Ethics Commission must be filed by July 2012 Form#SS8805.

**Action taken:** None needed

## **C. Any other new properly presented business**

Sign for Computer Mechanix submitted by Tracy Prestwood. Cliff Wheelock recommends approval.

**Action taken:** Motion to approve made by Commissioner Mitchum, second by Commissioner Townes. Motion passed.

## **VI. Other Business**

### **A. Any other properly presented business**

#### **Agenda and Regular Meeting Schedules Dates**

Agenda meeting Thursday August 9th at 2:30 P.M.

Regular meeting Thursday August 23rd at 4:30 P.M.

## **VII. Adjournment**

Motion to adjourn Commissioner Townes, second by Commissioner Norris. Motion passed.

Meeting adjourned at 4:54 P.M..